



20665 SW Blanton Street, Aloha, Oregon 97007-1042

FIREFIGHTER TESTING 2009--FREQUENTLY ASKED QUESTIONS

Diversity

Q. Isn't the fire service primarily comprised of white males? How would I fit in if I'm a minority?

A. While it is true that historically the fire service has been rather homogenous in the composition of firefighters, TVF&R is committed to developing and enhancing a diverse workforce that honors and respects our individual and group differences and reflects the community we serve. To this end our outreach efforts focus on increasing organizational diversity to better reflect the diversity of our community, including racial, ethnic, cultural, language, gender, socio-economic and sexual orientation backgrounds. Minority and women firefighters have found an inclusive work environment at TVF&R in which diversity is valued.

Q. Can women be firefighters?

A. Absolutely! Women from all walks of life have become successful firefighters at TVF&R, and we actively support women's success as firefighters. Male and female firefighters work as a team performing all duties.

Q. I am an older individual considering firefighting as a career change. Is there an upper age limit given the physical demands of the job?

A. No, there is no age restriction (outside of being 18 years or older). TVF&R encourages all individuals, regardless of age, to consider a rewarding career as a firefighter. We have many examples of individuals who join the fire service as a career change and are very successful. All candidates are required to pass the same physical abilities test and are held to the same physical performance expectations.

Application

Q. When is the application due?

A. The applications for entry-level Firefighter and Firefighter/Paramedic must be received no later than 4:30pm on January 30, 2009.

Q. Is it okay to hand-deliver the application?

A. Yes, to our Administrative Office. The address is at the top of this page.

Q. Will a postmark count?

A. No, the application must be received electronically or physically at our office by the closing date.

Q. Do you prefer to have applications submitted in any particular way?

A. Yes, we prefer that you submit your application electronically as an attachment to an email sent to ffapplication@tvfr.com. *Note that this email address is only to be used for sending applications. Other correspondence should be directed to jobs@tvfr.com.*

Q. If I submit the application electronically as an attachment as you prefer, do I need to sign it?

A. No, your submittal itself is your acknowledgment of the signature statements at the end of the application. Just enter your name and the date.

Q. Will you accept a faxed application?

A. No, we cannot accept faxed applications due to the volume of expected applications.

Q. My browser opens the application within the browser and not in Microsoft Word. What should I do?

A. Save the document to your local computer (or removable media). It will be saved as a MS Word document. When you are ready to send the application, open a new email message to ffapplication@tvfr.com and attach the completed application document. Do not send your application as a webpage.

Q. Will you notify me when you receive my application?

A. Yes, we will email you when we receive your application if you attach the application to an email and email it to ffapplication@tvfr.com. If you mail or hand-deliver the application, you will not hear from us until we assign your test date and time.

Q. What are your Administrative Office hours?

A. We are open 8am-4.30pm, Monday through Friday (excluding holidays).

Testing

Q. Is there a testing fee?

A. No.

Q. How will I know if I'm invited to test?

A. We will review applications as they are received, and for those who meet the minimum requirements, we will assign each candidate a test date/time and notify him/her within 10 days of receipt of the application.

Q. How can I prepare for the testing?

A. There are no study guides or other test preparation materials relevant to the tests that will be administered. You may find it helpful to review the information provided by Ergometrics about the FireTEAM tests at: <http://www.ergometricsonline.com/fft/>. They provide an opportunity to take a practice test for a fee.

Q. I've tested previously for TVF&R and remember a written test for which I reviewed a study guide. Is there no written test?

A. No, the written test used previously will not be a component of this examination.

Q. What happens if I perform well on the tests?

A. Those passing all components and earning a passing combined civil service score will be placed on a ranked eligible list used to select candidates for vacancies in future recruit academies over the life of the list. For the vacancies in our fall 2009 Academy, we will certify names in rank order off the eligible list and begin a selection process involving the Candidates Physical Abilities Test, Chief's interviews, and reference and background checks. The very best candidates from those processes will be forwarded to the Fire Chief for recommended appointment.

Q. How many individuals will be hired for the fall 2009 Academy?

A. There are many variables affecting staffing, making it very difficult to predict our needs very far in advance. As of early January 2009, we anticipate approximately 12-16 joining the next academy.

Q. How long with this eligible list be active?

A. The duration of this list is 24 months from the date it is established. It may be extended, though that is unusual. It may be canceled prior to the expiration date if it no longer contains a sufficient number of eligibles.

Q. What if I'm not selected for the fall 2009 Academy? Will the eligible list be used again?

A. Possibly. If a selection process for another academy is scheduled ahead of the natural expiration date and there are a sufficient number of eligibles remaining on the list, the District may use the list for one or more subsequent sets of vacancies.

EMT certification

Q. Do you have to be EMT-B or EMT-P certified in the state of Oregon?

A. Not at the time of testing, but it is required prior to employment. If your certification is from another state, as soon as you are invited to an interview, you should contact the State of Oregon Health Department to request the paperwork to establish reciprocity.

Q. I do not have certification in Oregon, but I do have National Registry certification. Is that sufficient?

A. No, you must obtain Oregon EMT certification.

Q. How do I contact the state of Oregon?

A. Contact the state of Oregon Department of Health Paramedic Division at 503-731-4011 x622 or at www.ohd.hr.state.or.us/ems. To locate the section on *Reciprocity*, click *Certification and Training*→*General Certification Information*→*Miscellaneous*→*Reciprocity*.

Q. Can I test even though I am not currently certified as an EMT-B yet?

A. Yes, everyone who meets minimum qualifications can take the test.

Q. Are you planning to hire more EMT-Bs or EMT-Ps?

A. We plan to hire a combination of EMT-Bs and EMT-Ps. The exact balance has yet to be determined.

Q. Why should I be interested in obtaining Oregon EMT-P certification?

A. For one, there are far fewer EMT-Ps on the job market; thus, you will likely find yourself competing with far fewer candidates as a Firefighter Paramedic candidate. Secondly, all Paramedics earn a 10% pay premium once working on the line after completion of the Academy.

Q. I am working on my Oregon EMT-P certification and hope to have it by the date of employment but don't currently have it. Should I apply as an EMT-B instead?

A. You typically stand a greater chance of being hired (all other things considered equal) with an Oregon EMT-P certification. However, if you apply for the Firefighter Paramedic position and are unable to obtain your Oregon EMT-P certification by the date of employment, you will not be able to then be considered for an EMT-B slot.

Q. How many Firefighters do you currently have?

A. Approximately 300 career and 100 volunteer Firefighters. For more information, see our website at www.tvfr.com and click on the "About Us" section.

Q. How many of your Firefighters are certified paramedics (EMT-P)?

A. Approximately 60%. Our staffing standard compels us to staff at least one paramedic on every company.

Conviction background and driving record

Q. I have some convictions and some traffic violations in my history. How do I know if those will disqualify me from consideration?

A. TVF&R does not apply any blanket policy to consideration of candidate conviction histories and driving records, but reviews circumstances on a case-by-case basis. Our considerations take into mind the obligations we owe to our citizens to protect them as well as what a conviction history and/or driving record says about a candidate's judgment, respect for the law, maturity and general character. Crimes against persons as well as property crimes are taken very seriously due to the access our Firefighters have to persons and homes when called to a scene.

Q. I have some significant convictions in my past, but they do not represent the person I am today. How can I make sure those don't pose an obstacle to being selected for appointment?

A. You must make a compelling case for why the District should consider you in light of your conviction history. You may do this on the application itself, or if you feel you can be more effective by attaching a separate statement, that is encouraged.

Lateral-entry positions

- Q. Are you planning to hold an examination for lateral-entry Firefighters?**
A. Yes, we will be conducting a separate examination process for lateral-entry Firefighters, opening in late January 2009.
- Q. How many years of experience must one have to qualify as a lateral-entry Firefighter?**
A. Three (3) consecutive years experience as a full-time, paid Firefighter with an agency whose primary responsibility is fire protection and emergency services and have primary responsibilities including fire suppression, prevention, hazardous materials mitigation, and emergency medical services.
- Q. I have about 2 ½ years of qualifying experience. Will I qualify as a lateral-entry Firefighter given I'll be at 3 years by the hire date?**
A. You must meet the experience requirement at the time of application review, which will commence immediately upon receipt of applications.
- Q. I'm interested in joining TVF&R, whether by way of a lateral-entry position or an entry-level one. I meet the requirements for a Lateral-entry Firefighter. May I compete in both the lateral and entry-level exams to give myself the best chance of getting hired?**
A. Yes, you may compete in both exams, though you must apply separately. If you are not successful in your appointment to a Lateral-entry Firefighter position, but are successful in appointment to an entry-level Firefighter position, you will be treated the same as other entry-level Firefighters in respect to salary and probationary year requirements (academy, etc.).

Preference points

- Q. Do I get any extra points for already being certified as an EMT-B, EMT-P, or Firefighter I?**
A. No, but there are five extra points available if you are a qualifying volunteer with TVF&R. The application has further details.
- Q. Are there any extra points available for veterans?**
A. Yes, preference points are awarded to qualifying veterans based on Oregon law. Click [HERE](#) to access the required Veteran's Preference Application Form, which should be completed and submitted with your application.
- Q. Are there any extra points for being a woman or a minority?**
A. No, but Tualatin Valley Fire & Rescue is committed to developing a workforce which reflects the diversity of the communities we serve. We encourage women and minorities to apply.

Other

- Q. The application says I must have a driver's license valid in the State of Oregon. I have a driver's license from another state. Is that OK?**
- A. If you reside in another state (Washington, for example) and have a driver's license issued by that state (State of Washington, for example), that license is valid in the State of Oregon. If, on the other hand, you reside in Oregon and have a license issued by another state, your license may not be valid in the State of Oregon, as residents of Oregon must obtain an Oregon-issued driver's license. See the Oregon DMV's website for more information: <http://www.oregon.gov/ODOT/DMV/driverid/licenseget.shtml>.
- Q. I'm not ready to test this time, but might be interested next time. Can you notify me of your next test date?**
- A. Yes, please email us your name at jobs@tvfr.com and we will add you to our Interest List. If you don't have access to email, you can phone us at (503) 649-8577.
- Q. If I still have more questions, may I contact you?**
- A. Yes, please email us at jobs@tvfr.com if you have questions not answered above or in the job announcement.

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